

## **Lewisboro Library Board Meeting Minutes**

**September 11, 2019**

**Board members present:** Nancy Euchner, Kevin Fitzmartin, Linda Press Wolfe, Theresa Eaker, Richard Sklarin, Marc Seedorf, Jen Cayea, Elena Dunn, Colleen McLafferty, Kathleen Fay

**Board members absent:** Jay Luzzi

**Others present:** Cindy Rubino – Lewisboro Library director, Liz Gabriele, Stephen Hall from UBS

Called to order 7:40 pm

Approval of Minutes from July and August, 2019 meetings Motion by Richard Sklarin. Seconded by Kathleen Fay. Unanimously passed.

### **1. Treasurer's Report**

Presentation by Stephen Hall of UBS regarding investment with more possible lucrative returns.

Proposed strategy – to invest from Development Fund \$250,000 (60% fixed income, 40% diversified funds)

Advisory fee about \$2000/year with communication quarterly.

Motion made to adopt the “Lewisboro Library Investment Policy” as drafted by our wonderful Finance Committee by Rich Sklarin and seconded by Marc Seedorf. Unanimously passed.

Motion to adopt the investment strategy proposed by Stephen Hall of UBS made by Rich Sklarin and seconded by Colleen McLafferty. Unanimously passed.

### **2. President's Report**

Library Fair update – Sponsors include Gary Page, Greenway Market, Bach to Rock and others.

- New logo will appear on T-shirts, banner and beer mugs.
- Tents being set up Saturday morning (9/14) - looking for help to set up.
- Silent auction items need some sprucing up – will ask Margarita for volunteers.
- Set up help needed on Friday afternoon (9/20).
- Help with Parking is still needed.

### **3. Director's Report**

Board voting via email prohibited – Opinion of the Committee on Open Government as listed in the Handbook Library Trustees:

Insofar as Board communication between meetings, the Committee on Open Government opines: *“there is nothing in the Open Meetings Law that would preclude members of a public body from conferring individually, by telephone, via mail or e-mail. However, a series of communications between individual members or telephone calls among the members which results in a collective decision, a meeting or vote held by means of a telephone conference, by mail or e-mail would in (our) opinion be inconsistent with law.”*

#### Financial Report:

Continuing our AV mini sale: paperbacks, dvds, comic books, audiobooks \$756 9/11/19 to today profit

Annual Appeal: May annual went out and we began receiving donations. So far we have received \$18,517 from 156 donors.

#### Personnel:

Sexual Harassment Training for all library staff and regular volunteers has been scheduled by the end of September. We will be in compliance by the deadline of October 9<sup>th</sup>.

#### Technology

Copier/printers installed working out well after we had some tutoring by service technicians. Quality and speed much better.

PLDA meeting on September 19<sup>th</sup> – will know more of what is going on with IT audit at that time.

New website: making good progress since the new logo and colors prompted a redesign.

Programs: Newsletter with Fall and Winter programs scheduled to the end of 2019 will arrive in all town household mailboxes this week. Also includes details of the Fair.

- We will be hosting the League of Women Voters Lewisboro candidate’s night on Thursday, 10/17
- JR Zuckerberg program postponed until 9/15 and 9/16.
- Peter Rose will be doing a lecture, book signing and tasting for her new book History On Our Plate: Historical Recipes from America's Dutch Past for Today's Cook. 12/8
- Creative approaches to Networking for job search

#### **4. Committee Reports**

Nominating Committee – Peter Rose, author, founding member of the Friends of Library, who has been very actively involved in library events including the fair, was discussed. Motion to nominate Peter Rose to the Board of Trustees made by Colleen McLafferty and seconded by Theresa Eaker. Unanimously passed.

Procedure for nominating future members to be discussed at the committee level.

Fundraising Committee – Next upcoming event on October 5, 2019 is Hard Headed Comedy.

Liz reported 13 tickets sold at \$30

#### **5. Old Business- none**

#### **6. New Business**

Richard Sklarin asked to have a moment of silence to remember those lost on September 11.

Next meeting will be Thursday, October 10, 2019

Meeting adjourned 9:45.